

Draft KTC Executive Meeting minutes
February 9, 2020, 7:00 p.m.
Zoom

Present: Doug Bowie, Bob Goddard, Julie Hoffarth, Donna Lounsbury, Taco Meuter, Jason Taylor, Alma Thayer (Chair), Gary Wilson (Secretary).

Regrets: Cole Vezina

Meeting called to order at 7:10 p.m.

1. Alma introduced herself as chair saying while Chloe's resignation from the Board was regrettable the Board is well positioned to continue in the positive direction it has established.

2. **Approval of Agenda**

Agenda approved.

3. **Approval of January 12 Board meeting minutes**

Minutes approved with amendments.

4. **Committee Reports**

Membership (Report attached)

Proposed club tournament dates are approved, including a new, Davis Cup-like tournament possibly in June. Julie highlighted a new subcommittee - Membership Growth and Development – which includes non-Board volunteers. It will analyze member experience to help inform Board decisions.

It was confirmed our court booking rules allow members to make six bookings per week.

Governance (Report attached)

From her report, Alma mentioned the need for succession planning and creating an operation manual to ensure the Board functions smoothly when members change. Also, the Board will have to prepare by-law changes for membership approval to transition from biannual elections to annual staggered elections. Police checks for staff and training in first aid and defibrillator use were also discussed

Treasurer (Report attached)

Taco pointed out that fees weren't raised last year when there was also a drop in members to 445 from 484 in 2019.

Moved by Donna, seconded by Jason: That membership fees for all categories in 2021 be raised 3%, rounded up to the nearest \$5.00. Carried.

Taco also pointed to his analysis of court utilization as affected by total membership showing we should aim to increase the number of members to 525.

Facilities and Infrastructure (Report attached)

In submitting his report, Doug said there were no decisions needed at this point. A brief discussion about winter tennis mentioned Doug and Bob's having to remove nets in wintry conditions, and the extra work for Taco looking after the lights.

Programs (Report attached)

Nerissa reported Tristan will be back as camp director and will be recruiting staff. Also, there have been a couple applicants for head pro position who will be interviewed.

We're on setting up a junior development program with Mark Dake but will postpone a decision about hiring Mark till we can confirm court availability at the KTC or at city courts, for example, Polson Park.

Communications Committee (Report attached)

Donna's suggestion of a stand-alone issue of Courtside to announce Chloe's resignation as president was supported by the Board. It was also agreed to purchase a gift for Chloe to show the members' appreciation for her all she's done for the club.

Donna reported that February Courtside will provide info like fees and tournament dates for the coming season. Also, the website will feature a "forum" option that will be interactive unlike the FAQs.

Clubhouse Working Group (Report attached)

The architect, Ray Zaback, is urging the Board to sign off on the design concept of the restore and expand proposal. This would allow for important steps towards beginning construction by Oct. 1, for example hiring a contractor to manage the project while they're still available. Approving the design concept would still allow details such as type of windows to be decided later, even during construction.

The Board will meet February 23 to review the latest design visuals. It is hoped Ray Zaback will be able to attend.

Parks and Recreation Master Plan

Gary reported Chloe submitted a response to the update on behalf of the club recommending more public courts as well as improvements like lighting and washrooms. Also, being able to book courts would be very beneficial. We'll watch for the draft update's submission to the Arts, Recreation and Community Policies Committee for further opportunities to comment.

Gary is still working with city staff to have two courts at Polson Park reserved for our Junior Tennis Development Program for May to August.

5. Adjournment

Meeting adjourned at 9:20 p.m.